

**REQUEST FOR PROPOSAL**  
**FOR**  
**THE PROVISION AND PUBLIC SAFETY PATROL SERVICES AND CCTV MONITORING ON A FIXED TERM**  
**CONTRACT**  
**TO THE**  
**SOMERSET WEST CITY IMPROVEMENT DISTRICT (SWCID) NPC**  
  
**MAY 2025**



**NOTE TO ALL PROPOSERS**

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## **INTRODUCTION**

The Somerset West City Improvement District (SWCID) was formally established in 2015 providing top up public safety and urban cleaning services in close cooperation with the City's Cleansing and Law Enforcement Departments as well as the SAPS to regain the cleanliness of the area and safety of property and business owners and the community.

## **VISION OF THE SWCID**

The vision of the SWCID is to establish and maintain a safe, clean, well-managed Central Business District that attracts and retains business investment and activities in the area.

## **GOALS OF THE SWCID**

- Improve Public Safety significantly by proactive visible patrolling and cooperation with existing SAPS and City of Cape Town Law Enforcement efforts as well as other security service providers in the area.
- Creating a safe and clean public environment by addressing issues of maintenance and cleaning of streets, pavements and public spaces.
- Manage existing and new public infrastructure for the future benefit of all the users of the area.
- Protect property values.
- Attract new investment to the area.
- Support and promote social responsibility in the area
- The sustained and effective management of the SWCID area.

## **PUBLIC SAFETY AND SECURITY**

To improve public safety and security the SWCID aim to work in partnership with the following:

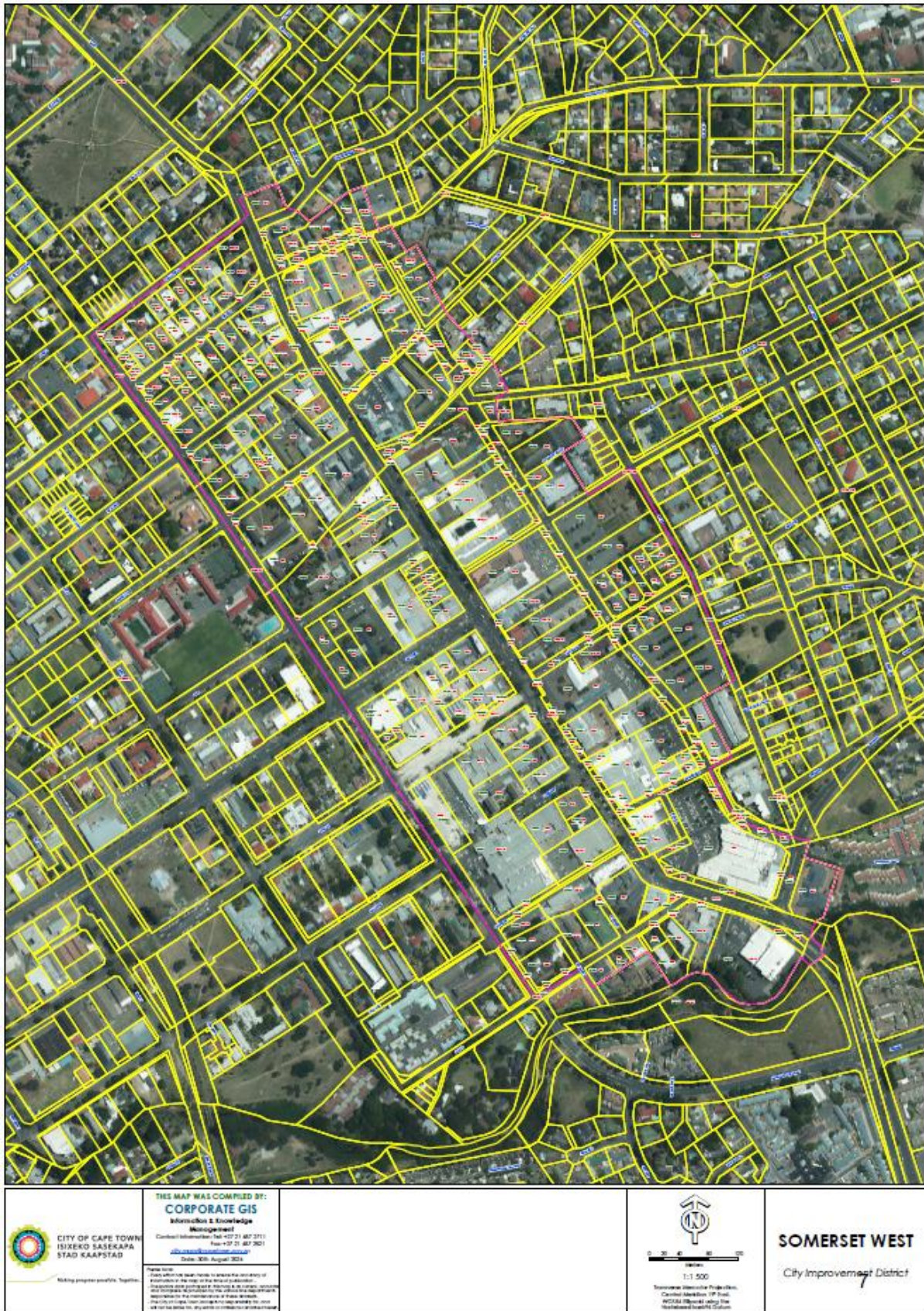
- SWCID Public Safety Service Provider
- SAPS
- Local CPF
- Other security service providers in the area
- City of Cape Town (Metro Police, Law Enforcement and Traffic Services)
- Community organisations
- Other security stakeholders

The SWCID is patrolled 24 hours a day, seven days a week. This is achieved by patrol vehicles, a radio and communications network and a manned control room. The SWCID uses the dedicated services of a Law Enforcement Officer from the City of Cape Town, paid for by the SWCID.

The officer assists to enforce compliance of By-laws, have power of arrest, issue fines for transgression of by-laws and enhance law and order within the SWCID.



## SWCID AREA OF RESPONSIBILITY





## **1 SECTION 1: NOTES TO PROPOSERS**

### **1.1 THE SITE AND APPLICATIONS**

- 1.1.1. The address from where physical security service is required from is:
  - 1.1.1.1. Within the Boundary of the Somerset West City Improvement District
- 1.1.2. The Proposers shall view the site and ensure they are thoroughly acquainted with all aspects that fall within the scope of physical security services, including but not limited to the nature of the site and all general matters which may influence the Proposers.
- 1.1.3. The Proposers are required to conduct a site survey and or risk assessment at their cost and include such to the Proposal document.
- 1.1.4. The Proposers are requested to quote in accordance to Sections 5,6 and 7.
- 1.1.5. The Proposers are also required to confirm if the SWCID requested manpower and equipment is sufficient, inadequate or excessive. A motivation for additional manpower and/or equipment should be included if it is deemed inadequate after the site survey/risk assessment. Costing for additional manpower and/or equipment should be included in the Proposal submitted as an additional annexure.
- 1.1.6. The Proposers are required to only provide the services as set out in Sections 5,6 and 7 of the Request for Proposal.
- 1.1.7. No claims for any extras in connection with the location, conditions, or nature of the services, will be entertained for the duration of the contract.

### **1.2 SCOPE OF CONTRACT**

- 1.2.1. The Proposal is for the provision and maintenance of public safety patrol services and CCTV monitoring for a period of 60 months, commencing 1 July 2025 until 30 June 2030. The successful Proposer will be required to conduct handover from 30 June 2025 at no cost to the SWCID.
- 1.2.2. This Proposal comprises the provision and maintenance of physical security services as defined under section 5 (five) and section 6 (six) hereof, including all aspects contained in the Site Instructions in respect of SWCID site/function which shall be defined and signed by both parties.

### **1.3 PROPOSALS**

- 1.3.1. All proposals must be submitted via email to [rfp@swcid.co.za](mailto:rfp@swcid.co.za) with the subject: "Proposal for Public Safety Services – SWCID", by no later than 16h00 on Monday, 19 May 2025. Proposers are referred to the FORM FOR PROPOSERS, included in this document.
- 1.3.2. **The lowest, or any, or portion of any Proposal will not necessarily be accepted and the SWCID does not bind itself to assign any reason for the rejection, or acceptance of a Proposal. Any addition, omission or condition added to the FORM OF PROPOSERS could result in the Proposal being disqualified.**

- 1.3.3. All costs related to the submission of this proposal must be borne by the relevant applicants/companies/service providers and they shall have no claim for cost recovery to the Board or its representatives whatsoever.
- 1.3.4. The Proposal shall remain valid and open for acceptance for a period of sixty days (60) days from 19 May 2025.
- 1.3.5. The SWCID Board decision on the appointment of the preferred public safety service provider will be final and **no** negotiations will be entered into.

#### **1.4 CONTRACT PRICE ADJUSTMENT PROVISIONS**

- 1.4.1. The contract price, excluding VAT, will remain fixed and firm for the duration of 12 (twelve) months of the contract period.
- 1.4.2. The contract price shall be increased at the end of each 12 (Twelve) months period in line with the approved SWCID budget. It must be noted that no increase beyond the City of Cape Town approved SWCID budget for Public Safety will be considered.
- 1.4.3. The SWCID Budget and business plan is available on the SWCID website at [www.swcid.co.za](http://www.swcid.co.za)

##### **1.4.4. RATES/PRICES**

The rates and prices submitted shall be deemed to include all aspects relating to the provision of a physical public safety patrol service, including but not limited to:

- Deployment and collection of officers.
- Supervision.
- All costs associated with recruiting, training and uniforms.
- Equipment used by the officers on site in the course of their duties including two-way radios.
- Stationery such as attendance registers and occurrence books.
- The costs of internal investigations and polygraph examinations occasioned by the contractor on its own initiative. Please note that the Proposers costing needs to include two random polygraphs to be conducted at least every 3 months as part of a pro-active initiative.
- Overtime paid by the contractor to its staff in all circumstances.
- All statutory wages increased for the duration.
- All increases in the price of fuel for the duration.
- A fixed rate for additional officers and services.

- 1.4.5. The rates and prices submitted for CCTV Monitoring shall be deemed to include all aspects relating to the provision of a control room and/or monitoring facility, including but not limited to:
- Qualified PSIRA Registered CCTV Operators
  - Supervision of the Operators
  - All monitoring facility equipment, hardware and software required to effectively link and monitor the existing CCTV network of the SWCID

- All other required equipment used by the monitoring centre in the course of their duties including two-way radios.
- The CCTV monitoring cost should be expressed as a per camera/per month monitoring fee encompassing all fees to provide the CCTV monitoring service.

1.4.6. Value added tax shall not be included with the rates and prices.

## **1.5 PROGRAMME**

1.5.1. The Proposers attention is drawn to the contract dates as contained herein.

## **2 SECTION 2: CONDITIONS OF CONTRACT**

### **2.1 STANDARD CONTRACT**

- 2.1.1. The standard Contract or Service Level Agreement of each Proposer shall be submitted together with the Proposal documents in duplicate. Proposers are advised that standard clauses such as those disclaiming any and all liability, automatically renewing the contract for additional periods and built-in increases shall not be accepted.
- 2.1.2. A final contract will be negotiated in detail with the successful Proposer. The award of the whole or any part of the Proposal to any service provider shall be based on the successful completion of the principal contract prior to such award having any effect.
- 2.1.3. The contract for the provision and maintenance of physical security services is for a period of 60 (sixty) months, commencing 1 July 2025 until 30 June 2030. However, a clause shall be drafted into the security contract which gives the SWCID the option to cancel the contract:
- 2.1.3.1. if the appointed service provider does not perform satisfactorily.
  - 2.1.3.2. if the SWCID is dissolved in accordance with Chapter 4 of the SRA by-law of the City of Cape Town.
  - 2.1.3.3. if the SWCID Term and Business Plan is not renewed by the City of Cape Town should a renewal application be submitted in the course of the contract period.

## **3 SECTION 3: SPECIAL CONDITIONS OF CONTRACT**

### **3.1 REQUIREMENTS FOR PROPOSALS**

#### **GENERAL**

- 3.1.1. Proposers should note that prior to award of this contract, the SWCID will require the Proposer to provide satisfactory assurances regarding availability and suitability of managerial and supervisory personnel and other resources, and methods of deployment, to demonstrate that the required level of service **and supervision** can be attained and maintained. It is proposed that the most senior mobile patrol officer (Officer patrolling by vehicle) on duty will also act as the Shift Manager to further enhance supervision.

- 3.1.2. Submission of a Proposal shall be deemed to be the Proposers acknowledgement and acceptance of the detailed specification (Section 5) of the Proposal. Prior to formal award of this contract the successful Proposers will be required to provide proof of current and valid professional indemnity insurance.
- 3.1.3. Notwithstanding this being an invited request for Proposal, the formal employment of the successful Proposers will only be made where the Proposer has complied with the foregoing requirements.
- 3.1.4. Service providers with proven City Improvement District and Public Safety experience are preferred and Proposers should provide substantive proof thereof in their proposal.

### **CONDITIONS OF EMPLOYMENT**

- 3.1.5. Under no circumstances will the appointed contractor be entitled to sub-contract the awarded work or any portion thereof without the prior agreement in writing of the SWCID who may refuse such agreement without the need to furnish any reason.

### **DOCUMENTATION**

- 3.1.6. Any special conditions of offer forming part of the Proposers Proposal submission, which are at variance with the provisions of the Request for Proposal, are superseded by such provisions.

### **INSURANCE**

- 3.1.7. The Proposers are required to maintain their own insurance in respect of Public Liability claims with a limit of indemnity of not less than R20 000 000 (Twenty million Rand) for any one incident. The Proposers are required to maintain their own insurance in respect of Professional Indemnity claims with a limit of indemnity of not less than R20 000 000 (Twenty Million Rand) per event.
- 3.1.8. The Proposers are required to effect insurances in respect of the C.O.I.D. Act 1993 and Employer's Liability claims. Proof of such insurances will be required prior to your appointment as a security contractor to SWCID in terms of this Proposal. The Proposers are reminded that they are responsible for insurance of their own equipment and vehicles etc.

### **FINANCIAL**

- 3.1.9. It is the Proposers responsibility to ensure that their statement of account is timeously submitted to the SWCID for approval. A detailed Tax Invoice must substantiate each item on the statement of account. This documentation should reach the SWCID by the 20th of each month. Payment will be in arrears and be paid by the last day of each month of service delivery.
- 3.1.10. Short postings and failures to deploy the required levels of staff will result in pro-rata deductions and such deductions will be applied to the next account of the service provider on an agreed fee and/or penalty structure.



## **DEPLOYMENT SCHEDULE**

- 3.1.11. The Proposers will be required to provide the necessary resources in order that their services are rendered in accordance with the terms of the Request for Proposal and any variations that may be agreed to by both parties at any time within the duration of the contract. No claims will be recognised for overtime working, disruption, out of sequence activities, or additional supervision and/or personnel unless same has been authorised by the SWCID in writing prior to commencement of such activities.
- 3.1.12. High Standards of efficiency are the essence of this contract, and it is essential that the Proposer's services be executed in the most efficient manner. The Proposers will be required to fully supervise their personnel and to be represented by senior management level employees (Contract Manager) at regular progress and coordination meetings as necessary. The Contract Manager must be available to the SWCID management at all reasonable times to address operational and management issues. The Contract Manager will report directly to the SWCID Manager or alternatively to the senior management of the management company. All public safety operations will be directed by the SWCID manager and all reasonable directives and actions must be always adhered to.
- 3.1.13. Any inadequacy in the level of the Proposers supervisory and/or on-site resources will result in immediate rectification by SWCID at the Proposers cost.

## **STAFF FACILITIES**

- 3.1.14. The Proposers may be required to make suitable arrangements for staff members deployed to the site to have access to rest room and lunchroom facilities and any other such staff amenities where the SWCID do not have such facilities readily available. The need to provide such facilities should be established during the site survey as required in 1.1.3. This may include facilities to charge radios, touches and cell phones. The cost of provision of such facilities should be included in the fixed price of the Proposer.

## **SAFETY**

- 3.1.15. The Proposers is required to complete the Mandatory Agreement, as envisaged by Section 37 (2) of the OHS Act No. 85 of 1993 and the Proposers will not be allowed to commence work on the SWCID site until this document has been signed by a duly authorised person and lodged with the SWCID.
- 3.1.16. It is the Proposers responsibility to ensure that their employees work in conditions compatible with the OHS Act, with all equipment in good order.
- 3.1.17. It is the Proposers responsibility to ensure that their workplaces and any staff facilities are always kept clean and tidy. Failure to comply with this responsibility within 24 hours of being instructed to do so will result in SWCID carrying out such clean up and removal operations and deducting the cost thereof from monies due to the Proposers or which may become due to them (Also refer to 3.1.13).

## **GENERAL**

- 3.1.18. The Proposers will be obliged to fully comply with the agreed Site Procedures on site and in each function to give effect to their obligations in terms of the service to be rendered.

3.1.19. The following are mandatory requirements that must be included and considered by the Proposers in formulating their Proposal. It must expressly be dealt with in the Proposal document and presentation:

- Signed request for Proposal document.
- Site survey and/or risk assessment
- Manpower deployment schedule /quotation (Section 6).
- Proposed alternative manpower schedule/quotation (Section 6).
- Company profile.
- Copy of company registration document.
- Copy of company public liability insurance cover.
- Registration certificate and PSIRA registration.
- List of contactable references.
- Contingency plans in the event of labour action.
- BBBEE certificate or Empowerment credential. (Only on request or on appointment)
- Letter of good standing from COIDA. (Only on request or on appointment)
- Tax clearance certificate. (Only on request or on appointment)
- Copy of the company's standard contract regarding the provision of security services and all relevant annexures thereto. (Only on request or on appointment)
- Bank Confirmation Letter (Only on request or on appointment)

#### **4 SECTION 4: PROGRAMME**

##### **4.1 Issue of request for Proposal documentation:**

Friday, 9 May 2025

##### **4.2 Proposal to be submitted:**

Strictly by 16h00 on Monday, 19 May 2025

##### **4.3 Proposers adjudication:**

20 May 2025 to 23 May 2025

##### **4.4 Optional - Presentation by at most 2 selected companies to SWCID Board:**

Between 26 May and 30 May 2025 – (suitable appointments will be discussed with short-listed proposers should the Board wish to exercise this option).

##### **4.5 Awarding of contract by SWCID Board:**

2 June 2025

##### **4.6 First Deployment:**

1 July 2025, preferred or as agreed upon with the Board.

##### **4.7 End of Contract: 30 June 2030**

#### **5 SECTION 5: DETAILED SPECIFICATIONS - PUBLIC SAFETY PATROL SERVICE**

The management of the SWCID is set on succeeding in its mandate to make the area a safe, secure and pleasant working environment for the property owners, businesses and customers that work, visit and shop in the area every day. Therefore, the management will have a zero-tolerance approach towards non-performance and ill-discipline. Any non-performance issues will be dealt with firmly and

include insistence on removing any officer from the contract if he or she does not perform to the high standards expected and must be replaced by a suitable and trained officer. Financial penalties will also be drafted into the contract to ensure compliance and effectiveness.

## **5.1 Fundamental Requirements**

- 5.1.1. Conducting foot and vehicle patrols of public spaces within the CID area in order to attend to incidents and accidents and to identify, monitor and report disorder and violations of City by-laws to the relevant CID.
- 5.1.2. Effectively communicate with the City's Safety and Security Directorate, SAPS, the local Community Policing Forum and any Neighbourhood Watch operating in the area, when required.
- 5.1.3. Reporting hazardous street conditions to the relevant CID who will bring same to the attention of the relevant City departments.
- 5.1.4. Monitor suspicious, violent and or dangerous behaviour and report such to the CID control room.
- 5.1.5. Monitoring street vendors to ensure public safety, and reporting violations of relevant City by-laws to the relevant CID who will bring same to the attention of the relevant City departments.
- 5.1.6. Perform any duties that might be required by the Client.
- 5.1.7. Ensure that all crime and or accident scenes are cordoned off until the SAPS and Traffic Services arrive.
- 5.1.8. Assist City Law Enforcement agencies and the SAPS when specifically tasked to do so by the CID.
- 5.1.9. Conduct visits to specific hot-spot areas as identified by the CID
- 5.1.10. Perform citizen's arrests and hand-over suspects to SAPS on their arrival.
- 5.1.11. All personnel assigned to SWCID shall:
  - Possess and be able to produce documentary proof of their current and valid PSIRA registration as a security officer of the required grade to perform the duties of the position in which they are deployed.
  - All officers must be South African Citizens and hold a valid South African ID.
  - Have at least 5 full years of experience as a registered security officer.
  - Demonstrate the ability to read and write in English equivalent to the requirements of the post.
  - Have the ability to communicate orally in English, more specifically in emergency situations requiring clear and definitive articulation to assure confidence, control and safety of those involved.
  - Agree to submit to and pass polygraph examinations, an annual physical fitness examination, including drug testing if required by the SWCID at the service provider's cost.
  - Pass a test on Public Safety and Customer Service Relations, to be set forth by agreement between the SWCID and service provider, and undergo periodic training applied by the contractor at its cost to maintain the required standard.
  - All officers will be required to do conversion training from being a static security officer or armed response officer to a patrolling public safety officer ("bobby on the beat") and to be proactive in his or her approach.
  - They are also to have basic knowledge regarding the policing of City of Cape Town by-laws (i.e. illegal dumping, illegal trading, illegal posters etc.).
- 5.1.12. The service provider undertakes:

- That no security officer directly deployed in connection with the SWCID site shall be assigned, reassigned, or transferred within or away from the SWCID site without prior written notification and explanation to the SWCID. This is applied to ensure a long-term deployment of staff in one area thereby underscoring the public safety principle of “know and be known”.
- That all site complements will be correctly deployed on every shift with relation to total number of staff, and grade of officer.
- To provide annual testing of all personnel on each element of SWCID's emergency management procedures insofar as these relate to the physical duties of security officers.
- To guarantee and provide documentation proof to the SWCID that all personnel have been subjected to and passed a comprehensive pre-employment background and reference check, this notwithstanding the fact that the employee is a registered security officer.
- To provide the SWCID with a letter of certification in respect of each employee assigned to the SWCID site to the effect that the officer satisfies all the appointment and training requirements as set forth in this document.
- All security officers must ideally be 25 years or older.

5.1.13. In connection with operations, the service provider undertakes to give effect to the following:

- Portable Radio communication, body armour, handcuffs, a functional and effective torch, standard issue baton, foul weather gear and an Identity card bearing the Officer's PSIRA grade and registration number, etc. will be supplied by the Contractor. This needs to be included in detail in Section 6, Deployment.
- In terms of the patrol vehicles the service provider shall ensure that each vehicle, apart from its own safety and servicing equipment, is equipped with a fixed vehicle radio, safety tape to cordon off incidents, a set of at least four (4) traffic cones, a torch to inspect dark areas at night, a cell phone running appropriate Android based operating system with appropriate data to support WhatsApp communications to the central control room and support the functioning of the SWCID management system mobile application. The cell phone must have an appropriate built-in camera and GPS for location-based services.
- The service provider needs to ensure that the area is served by the dedicated vehicles at all times and need to plan accordingly for issues related to break-down and servicing so as to ensure a continuous service. This also applies to shift changes.
- Each vehicle is to co-branded accordingly with highly visible SWCID branding of which the detail will be discussed on appointment.
- All cost of the deployment of these vehicles including fuel will be borne by the service provider. The service provider needs to familiarise themselves with the extent of the SWCID area and make allowance for adequate kilometres per shift to ensure appropriate levels of patrol by the patrol vehicles, especially during the night shift and over weekends when the vehicles form the primary patrol service.
- Vehicle tracking will be required, and the service provider need to provide the centralised control room with a suitable user account through which vehicle movements can be verified.
- No Security Officer shall be permitted or required to work on the SWCID site longer than 12 hours, and furthermore no Security Officer that has completed a shift elsewhere within the preceding ten hours may be posted on the SWCID site. In short, officers are not allowed to work double shifts.

- The Security Officer on duty will always wear full uniform, with visible logos/badges. Dress code to be supplied.
- All officers to wear specific branded “bibs”; this will be discussed on appointment.

5.1.14. Reporting. The following reporting procedure should be incorporated in the public safety patrol and CCTV monitoring service:

- Public Safety Patrol Officers must follow a structured and thorough protocol when reporting incidents to ensure accurate documentation and efficient record management. Each officer should use a standardized incident reporting tool, whether a formal paper incident slip or an electronic device such as a cell phone or tablet. An incident report must include key details such as the date, time, location, type of incident, and a description of the events. Whenever possible, officers should attach photographs or other relevant visual evidence. Additionally, they must outline the corrective or reactive measures taken in response to the incident. These records must be securely stored by the public safety service provider and integrated into the central management system used by the CID or overseeing management company. To streamline operations, the service provider should allocate resources for equipping officers with devices and managing data integration costs, ensuring continuous and accurate documentation. Furthermore, reporting on patrol vehicle movements via a reliable tracking system should also be incorporated to enhance accountability and operational oversight.

## 6 SECTION 6: DEPLOYMENT

The Proposers is requested to submit costing for the scenario indicated below as part of their Proposal as Proposed Costing Options A. The Proposers are invited to submit and/or propose alternatives to the SWCID as part of their Proposal as Proposed Costing B – Alternative.

### PROPOSED COSTING: OPTION A

Currently the SWCID is patrolled 24 hours a day, seven days a week. This is achieved through the deployment of visible security officers based on the “bobby on the beat” principle. In addition, this deployment is supported by mobile command posts, patrol vehicles, a comprehensive radio and communications network and a centralized control room.

Deployment – Manpower and monthly service cost (excluding VAT):

Quantity	Grade	Description	Day	Hours
1	B or C	Mobile Driver	Mon -Sun	Dayshift
1	B or C	Mobile Driver	Mon - Sun	Nightshift
1	B or C	Foot Patrol Passenger	Mon -Sun	Nightshift
4	C or D	Foot Patrol Staff	Mon – Sun	Dayshift

The above deployment is as follows: One patrols vehicle 24/7 – The Patrol Vehicle focusing on the CBD area with 1 person in the vehicle during dayshift and 2 persons in the vehicle during nightshift. There are 4 Foot Patrollers Mon-Sun on dayshift.

The following equipment needs to be quoted on. Please note that where no quantity is stipulated the Proposers must indicate the proposed quantity per item to be adequate and to enable the

Proposers to conduct the service required. If additional equipment is required based on the site survey, additional items motivated for costing should be included here.

Equipment	
Quantity	Item
1	Vehicle Radio Set
6	Two-way Handheld Radio Sets
1	Patrol Vehicle – 24/7 (inclusive of all running cost including fuel)
12	Security Bibs
	Handcuffs for each officer
	Allowances as may be required
	Non-Lethal Firearm for self-protection as so deemed required
	Bullet Proof Vests if so deemed required
	Patrol Vehicle Tracking System
	The patrol vehicle should have the following items as standard equipment:  Safety tape to cordon off incidents Set of at least four (4) traffic cones Each patrol officer working at night should be equipped with a torch Cell phone running appropriate Android based operating system Basic 1 <sup>st</sup> aid kit Fire extinguisher which should be services annually

### Security patrol vehicles

It is recommended that these vehicles be LUV's, i.e. Nissan NP200 or better with strengthened canopy. Each vehicle is to be fitted with a radio and branded accordingly; such detail to be discussed on appointment. All drivers are to be dedicated to the SWCID contract and to possess good leadership and communication skills.

### Provision of Control Room Services

The service provider is required to provide a control room and radio network and all such services required to monitor and control the activities of the resources deployed by the public safety service provider.

## 7 SECTION 7: CCTV MONITORING

This Request for Proposal requires the proposer to also submit a proposal for the provision of CCTV monitoring services for the Somerset West City Improvement District. Proposers are required to provide the following details in their proposals:

### Overview of Monitoring Facility

The SWCID does not have its own control room and CCTV surveillance centre. All CCTV camera and related CCTV network equipment signals are relayed to a control room via wireless data links from where the Proposer will be required to install their own link to a suitably located, equipped, and staffed control room and CCTV monitoring centre.



The proposer must provide a general overview of their monitoring facility with some indication of their current monitoring services, existing infrastructure, and relevant CCTV Monitoring experience

### **Communication Infrastructure**

The proposer must provide an indication of how signal feed from existing SWCID cameras will be incorporated into their monitoring centre including the communication mediums that the monitoring centre is able to accept, for example fibre or WiFi etc. The cost of linking the existing CCTV cameras into the monitoring system must be noted as a separate once-off cost.

Secondly, the proposer needs to indicate the available communication infrastructure that is used in the control room for communication with patrol officers and patrol vehicles and any other communication media that may be applicable.

### **Live monitoring of Static and Pan Tilt Zoom cameras**

The proposer must indicate how the monitoring centre will incorporate and monitor the proposed SWCID PTZ and static cameras, the Video Management Software and Hardware that will be utilised and their capacity to monitor such cameras. An understanding of how staff will monitor the cameras should be included.

#### **Monitoring of LPR (Licence Plate Recognition) Cameras**

The proposer must indicate how the monitoring centre will incorporate and monitor any existing or any new LPR cameras in the SWCID. This should include a reference to the current LPR software and the reference database that will be used.

#### **Monitoring of static cameras through analytics**

The proposer must indicate how the monitoring centre will incorporate and monitor specific static cameras through the utilisation of analytics such as line crossing, movement detection and similar types of alerts. There is no requirement for advanced analytics such as facial recognition. The aim of this request is focused on detecting movement in very quiet areas, more specifically at night, so that active monitoring is not required on a full-time basis.

### **Proposal Fee Format**

As far as possible, proposers should provide a monthly per camera monitoring fee, detailed by camera type and/or monitoring requirement such as analytics. Any other costs that may be envisaged such as VMS licensing costs should either be incorporated in the “per-camera” monitoring fee or clearly recorded separately with appropriate explanation of the fee and frequency thereof. All quotations should be valid for 1 year from 1 July 2025 with a clear indication of annual escalations thereafter.

### **Current CCTV Network**

The current SWCID CCTV Network consists of 11 (Eleven) Pan Tilt Zoom (PTZ) cameras.

## 8 SECTION 8: FORM OF PROPOSERS

### PROVISION AND MAINTENANCE OF PUBLIC SAFETY SERVICE TO THE SWCID - COSTING - A

We, the undersigned are willing to contract for, perform and complete the whole of the works relating to the provision and maintenance of a physical security guarding service in accordance with the Specifications prepared and furnished pursuant to this PROPOSAL.

(Figures) R\_\_\_\_\_ per month excluding VAT (Proposed Costing - A)

(Words) \_\_\_\_\_ per month

The following documentation is attached:

1. A detailed and full costing schedule as per request for PROPOSAL document.
2. A proposed compliment and costing schedule.
3. Site Survey / Risk Survey.
4. All relevant documentation as requested in Section 3.

We hereby certify that we have inspected the site/s and have fully acquainted ourselves as to the conditions under which the work is to be performed.

We further undertake that this PROPOSAL shall hold good for a period of sixty (60) days from the date of closing of the request for PROPOSAL.

We agree that the lowest, or any, or portion of any PROPOSAL will not necessarily be accepted.

SIGNED: \_\_\_\_\_  
(Printed Name)

SIGNATURE: \_\_\_\_\_

IN THE CAPACITY: \_\_\_\_\_  
OF (Designation)

ON BEHALF OF : \_\_\_\_\_

ADDRESS : \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE NO. : (021) \_\_\_\_\_ DATE: \_\_\_\_\_

**PROVISION AND MAINTENANCE OF PUBLIC SAFETY SERVICE TO THE SWCID – ALTERNATIVE DEPLOYMENT – COSTING - B (OPTIONAL)**

We, the undersigned are willing to contract for, perform and complete the whole of the works relating to the provision and maintenance of a physical security guarding service in accordance with the Specifications prepared and furnished pursuant to this PROPOSAL.

(Figures) R\_\_\_\_\_ per month (Proposed Costing B)

(Words) \_\_\_\_\_ per month

The following documentation is attached:

1. A detailed and full costing schedule as per request for PROPOSAL document.
2. A proposed compliment and costing schedule.
3. Site Survey / Risk Survey.
4. All relevant documentation as requested in Section 3.

We hereby certify that we have inspected the site/s and have fully acquainted ourselves as to the conditions under which the work is to be performed.

We further undertake that this PROPOSAL shall hold good for a period of sixty (60) days from the date of closing of the request for PROPOSAL.

We agree that the lowest, or any, or portion of any PROPOSAL will not necessarily be accepted.

SIGNED: \_\_\_\_\_  
(Printed Name)

SIGNATURE: \_\_\_\_\_

IN THE CAPACITY: \_\_\_\_\_  
OF (Designation)

ON BEHALF OF : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

\_\_\_\_\_

TELEPHONE NO. : (021) \_\_\_\_\_ DATE: \_\_\_\_\_

## PROVISION OF CCTV MONITORING SERVICE TO THE SWCID – COSTING C

We, the undersigned are willing to contract for, perform and complete the whole of the works relating to the provision and maintenance of a CCTV monitoring service in accordance with the Specifications prepared and furnished pursuant to this PROPOSAL.

(Figures) R\_\_\_\_\_ per camera per month (Proposed Costing C)

(Words) \_\_\_\_\_ per month

The following documentation is attached:

1. A detailed and full costing schedule as per request for PROPOSAL document.
2. A proposed compliment and costing schedule.
3. Site Survey / Risk Survey.
4. All relevant documentation as requested in Section 3.

We hereby certify that we have inspected the site/s and have fully acquainted ourselves as to the conditions under which the work is to be performed.

We further undertake that this PROPOSAL shall hold good for a period of sixty (60) days from the date of closing of the request for PROPOSAL.

We agree that the lowest, or any, or portion of any PROPOSAL will not necessarily be accepted.

SIGNED: \_\_\_\_\_  
(Printed Name)

SIGNATURE: \_\_\_\_\_

IN THE CAPACITY: \_\_\_\_\_  
OF (Designation)

ON BEHALF OF : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

\_\_\_\_\_

TELEPHONE NO. : (021) \_\_\_\_\_ DATE: \_\_\_\_\_

**PROPOSALS RECEIVED AFTER THE CLOSING TIME (16H00 ON MONDAY, 19 MAY 2025) WILL NOT BE CONSIDERED.**